

13 October 1978

DD/A Registry

2915/15

MEMORANDUM FOR: Director of Communications  
Director of Data Processing  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training

FROM : [REDACTED]  
DDA Career Management Officer

25X1A

SUBJECT : Follow-Up to [REDACTED] Retreat 25X1A

1. Attached is a memorandum from the DDCI assigning action items as a result of the [REDACTED] discussions. Also attached is a copy of the proposed revised performance evaluation report. The DDA must respond to all items listed under para II of the DDCI memo NLT 20 October, but we would like to respond to item II(A)(7) Evaluation/Fitness Report by COB 17 October 1978. Therefore, if you have input for utilization in a consolidated DDA response on that item, please communicate it either in writing or by phone to the DDA/CMO Staff, attention: [REDACTED] by noon on Tuesday, 17 October 1978.

25X1A

2. Comments you wish to make on any other items discussed in the DDCI memo should reach DDA/CMO soonest but NLT COB 18 October 1978.

25X1A

Attachments  
As stated

MEMORANDUM MAY BE DOWNGRADED  
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FROM ATTACHMENTS

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25X1A DDA:CMO [REDACTED] 1s (13 Oct 78)